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jobs Wbproject <jobswbproject@gmail.com>

Office Assistant

1 message

muhammad wasym <wassi.mariner@gmail.com> Fri, Dec 30, 2022 at 2:35 AM
To: "jobswbproject@gmail.com" <jobswbproject@gmail.com>

ASALAM O ALAIKUM
Good day Sir/Madam!

It is bringing in your notice that i have very good experience of Admin Officer, Office assistant, Water Treatment related jobs, QC & ISO related jobs.
I am attaching my CV. Kindly consider me.
Thanking you in anticipation.

Kind Regards

M.WASEEM
03342559900

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548K

MUHAMMAD WASEEM

House No 22, Street No 13, Sector 03, H.B.C.H.S Naval Colony Hub River Road Karachi Pakistan.
CELL NO: 0334 2559900
E-mail. wassi.mariner@gmail.com

OBJECTIVE:

To use my skills and potential to assist an organization in achieving its goals which seeking long term career With optimum growth. This objective would be supported by my qualification, in addition to the management experience.

PERSONAL INFORMATION:

Nationality	Pakistani
Father's Name	Muhammad Ishaque
Marital status	Married
N.I.C no.	42401-3487868-9
Residency	Karachi, Pakistan.

ACADEMIC QUALIFICATIONS:

M.Sc (Chemistry) from University of Sindh, Jamshoro.

B.Sc (Chemistry) from University of Sindh, Jamshoro.

F.Sc from **"**Govt Degree Collage SRE Majeed Stadium Road Karachi Pakistan".

SSC Science from secondary board Karachi Pakistan.

PROFESSIONAL EXPERIANCE: **(Production & Quality Control Officer & Service Engineer)**

Chemical Synergies Pvt Ltd (ISO 9001:2015 & Halal PS-3733:2019)

Performed responsibilities as production & quality control officer.

Responsible for incoming inspection of all raw materials.

Responsible for on time execution of production plan.

Responsible to meet the specification of products.

Document & report all work order and analysis of water samples.

Responsible for annual calibration of weighing scales.

Responsible for staff training related to firefighting, chemical hazard, equipment usage protocol etc.

Perform monthly Calibration of pH & TDS meter through calibration solutions.

Visit designated existing clients for after sales services & trouble shooting if any.

Perform different test for analysis the level of different elements in Boilers, Cooling Towers & RO water.

- Sensory Evaluation
- pH
- TDS & conductivity
- Total Hardness & Calcium Hardness
- Silica
- Chloride
- Iron
- Zinc
- Biological growth Test
- Sulphite
- Dissolved Oxygen
- Nitrite
- Sulfate
- Phosphate
- Phosphonate
- Total Alkalinity
- Turbidity

TECHNICAL COURSES:

Basic Fire Fighting Course

Elementary First Aid

Personal Survival Technique

Personal Safety and Social Responsibilities

EQUIPMENTS:

Photometer, pH meter, TDS meter, Physical Balance, Dosing Pumps, SDI kit

Dissolve Oxygen kit, Corrosion coupon, Magnetic stirrer, Hot Plate.

PERSONAL SKILLS:

Good Team player.

Flexible enough to adopt changes.

Possessing abilities to learn quickly and solve problem.